



PLANNING COMMISSION

Wednesday, February 24, 2021

7:00 PM

Meeting No. 05-2021

AGENDA

Suzan Pitman, Chair

Anne Goodman
Charles Littlefield
John Tyner, II

Sarah Miller
Sam Pearson
Andrea Nuñez

Jim Wasilak, Staff Liaison
Nicholas Dumais, Assistant City Attorney

Virtual Meeting via WebEx –
See page 3 for information

- 1. Approval**
 - A. Resolution to Approve the Rockville 2040 Comprehensive Plan for Transmittal to the Mayor and Council**

 - 2. Commission Items**
 - A. Staff Liaison Report**

 - B. Old Business**

 - C. New Business**

 - D. Minutes Approval**
 - 1. January 22, 2020**
-

2. **February 12, 2020**

3. **February 26, 2020**

4. **March 11, 2020**

5. **January 13, 2021**

6. **January 27, 2021**

E. FYI/Correspondence

3. Adjourn

PLANNING COMMISSION ONLINE MEETING and PUBLIC HEARING PROCEDURES

I. Meeting Platform: Webex

- A. Applicant Access: Provided by Planning and Development Services/IT
- B. Access for Oral Testimony and Comment: Provided by PDS/IT (see below)

II. Pre-Meeting Preparations/Requirements:

A. Written Testimony and Exhibits –

Written testimony and exhibits may be submitted by email to Jim Wasilak, Staff Liaison to the Planning Commission, at jwasilak@rockvillemd.gov , or by mail to:

Suzan Pitman, Chair
Rockville Planning Commission
111 Maryland Avenue
Rockville, MD 20850

and must be received no later than nine (9) days in advance of the hearing in order to be distributed with the Planning Commission briefing materials.

Written testimony and exhibits received after this date until 4:00 pm on the day before the hearing will be provided to the Planning Commission by e-mail.

B. Webex Orientation for Applicants

Applicants must contact the planning case manager assigned to the Application no later than five (5) days in advance of the hearing in order to schedule Webex orientation, which must be completed prior to the hearing.

C. Oral Testimony by Applicants and the Public

i. Applicants – Applicants must provide to the planning case manager a list of presenters and witnesses who will testify on behalf of the Application. The list must be provided to the PDS Staff project manager no later than five (5) days prior to the date of the hearing.

ii. Public Testimony/Comment on an Application – Any member of the public who wishes to comment on an Application must submit their name and email address to the Staff Liaison to the Planning Commission Jim Wasilak (by email at jwasilak@rockvillemd.gov) no later than 9:00 am on the day of the hearing to be placed

on the testimony list. Members of the public who seek technical assistance from City staff must submit their name and email address to Jim Wasilak no later than two (2) days in advance of the hearing so that an orientation session may be scheduled.

If a member of the public is unable to meet the deadline to be placed on the testimony list, they can submit written testimony to the Staff Liaison to the Planning Commission by email to jwasilak@rockvillemd.gov.

III. Conduct of Online Meeting and Public Hearing:

A. Rules of Procedure –

The Meeting and Public Hearing will be held in accord with the Planning Commission Rules of Procedure, including the order of testimony and applicable time limits on testimony. The Rules may be viewed here:

[https://www.rockvillemd.gov/DocumentCenter/View/2023/Planning-Commission--
- Rules-of-Procedure?bidId=](https://www.rockvillemd.gov/DocumentCenter/View/2023/Planning-Commission--Rules-of-Procedure?bidId=)

B. Oral Testimony –

During the hearing, the Chair will sequentially recognize each person on the testimony list and ask the host to allow the speaker to speak. Each speaker must wait to be specifically recognized by the Chair before speaking.

If during the hearing a party wishes to speak or a speaker wishes to request the opportunity to engage in cross-examination following specific testimony, the party must contact the Staff Liaison/Host by email at jwasilak@rockvillemd.gov or by text at (202) 839-0305 with the specific request. The Host/Staff Liaison will inform the Commission. The Chair will determine if the party may be heard.

C. Continuance of Hearing –

The Planning Commission, at its discretion, reserves the right to continue the hearing until another date.

HELPFUL INFORMATION FOR STAKEHOLDERS AND APPLICANTS

I. GENERAL ORDER OF SESSION FOR DEVELOPMENT APPLICATIONS

1. Staff presentation
2. City Board or Commission comment
3. Applicant presentation (10 min.)
4. Public comment (3 min, or 5 min for the representative of an association)
5. Planning Commission Discussion and Deliberation
6. Decision or recommendation by vote

The Commission may ask questions of any party at any time during the proceedings.

II. PLANNING COMMISSION BROADCAST

- Watch LIVE on Comcast Cable Rockville Channel 11 and online at: www.rockvillemd.gov
- Replay on Comcast Cable Channel 11:
 - Wednesdays at 7:00 pm (if no live meeting)
 - Sundays at 7:00 pm
 - Mondays, Thursdays and Saturdays at 1:00 pm
 - Saturdays and Sundays at 12:00 am (midnight)
- Video on Demand (within 48 hours of meeting) at: www.rockvillemd.gov/VideoOnDemand.

III. NEW DEVELOPMENT APPLICATIONS

- For a complete list of all applications on file, visit: www.rockvillemd.gov/DevelopmentWatch.

VI. ADDITIONAL INFORMATION RESOURCES

- Additional resources are available to anyone who would like more information about the planning and development review process on the City’s web site at: www.rockvillemd.gov/cpds.

Maryland law and the Planning Commission's Rules of Procedure regarding ex parte (extra-record) communications require all discussion, review, and consideration of the Commission's business take place only during the Commission's consideration of the item at a scheduled meeting. Telephone calls and meetings with Commission members in advance of the meeting are not permitted. Written communications will be directed to appropriate staff members for response and included in briefing materials for all members of the Commission.



Agenda Item #:	A
Meeting Date:	February 24, 2021
Responsible Staff:	Clark Larson

SUBJECT: Resolution to Approve the Rockville 2040 Comprehensive Plan for Transmittal to the Mayor and Council

RECOMMENDATION
(Include change in law or Policy if appropriate in this section):

Staff recommends approval of the Resolution to approve the Rockville 2040 Comprehensive Plan, including both the Elements and Planning Areas sections, for transmittal to the Mayor and Council.



Planning Commission Staff Report

MEETING DATE: February 24, 2021

REPORT DATE: February 17, 2021

RESPONSIBLE STAFF: Clark Larson, AICP, Principal Planner
Comprehensive Planning Division
Planning and Development Services Department
clarson@rockvillemd.gov

SUBJECT: Resolution to Approve the Rockville 2040 Comprehensive Plan, Elements and Planning Areas sections, for transmittal to the Mayor and Council

BACKGROUND:

The Planning Commission's draft Comprehensive Plan is comprised of two sections, Elements and Planning Areas. The Elements section contains ten citywide topical chapters, including those covering land use, transportation, recreation and parks, community facilities, environment, water resources, economic development, housing, historic preservation, and municipal growth. The Planning Areas section contains policies and recommendations for each of the city's seventeen neighborhood-scale planning areas. Together, they form the Planning Commission's recommended update to the current Comprehensive Master Plan, adopted by the Mayor and

Council on November 12, 2002 and amended through the adoption of subsequent neighborhood and functional plans (e.g., Rockville Pike Corridor, Twinbrook neighborhood, East Rockville neighborhood, Bikeway Master Plan, Municipal Growth Element, etc.).

Following an extensive public input process and preparation of an initial staff draft, the Planning Commission approved release of the draft Elements section of the Comprehensive Plan on March 13, 2019 for public review and comment. A public hearing was held over the course of two days, on May 15 and June 4, 2019, and the public record for written testimony on the Elements section closed on June 18, 2019. The Planning Commission then held work sessions between June 26 and September 25, 2019 to review and discuss oral and written testimony with staff and make any desired revisions to the Elements draft.

On February 12, 2020, the Planning Commission approved the release of the draft Planning Areas section of the Comprehensive Plan update for public review and comment. Written testimony was accepted from February 13 until October 7, 2020, and the Planning Commission held a virtual public hearing over the course of two regular meeting dates, on September 9 and 23, 2020. The Planning Commission completed a series of work sessions between October 2020 and January 2021 to review and discuss testimony on the Planning Areas and make any desired edits.

Staff incorporated all revisions requested by the Planning Commission to both the Elements and the Planning Areas sections during the month of January 2021. For its meeting on February 10, staff provided a “tracked changes” version of the updated draft for the Planning Commission’s review and discussion. Other than recommending a few additional edits, the Planning Commission commented that the revisions to the document accurately reflected its feedback and recommendations for both sections.

Instead of attaching the entire Draft Comprehensive Plan to this report, links to open a “clean” version (i.e., the final text without tracked changes) of the updated draft for the Planning Commission’s review are provided below. Paper copies may be provided to the Planning Commission by request.

[View the “clean” Elements section of the Draft Comprehensive Plan](#)

[View the “clean” Planning Areas section of the Draft Comprehensive Plan](#)

STAFF RECOMMENDATION:

Staff recommends that the Planning Commission approve the Resolution (Attachment A) to approve the Planning Commission’s draft of the Rockville 2040 Comprehensive Plan for transmittal to the Mayor and Council for review and possible adoption.

PUBLIC OUTREACH:

The Planning Commission's draft Comprehensive Plan is the result of extensive community input that was gathered over a multi-year period, and continues to the present, in a process known as "Rockville 2040." That process is summarized in the Introduction chapter of the Elements section of the draft plan, but in short, has included a kick-off meeting, thirty-five Listening Sessions, four City-wide Forums, three Open Houses, four Information Sessions, and many meetings with community members, community organizations, and other stakeholders as warranted. Staff has been available to talk and meet with any member of the broader Rockville community, including but not limited to residents, business owners, employees, representatives of non-profit organizations, and representative of governmental and quasi-governmental agencies.

In accordance with state law and the city's procedures, notification of the release and scheduled public hearings of both Elements and Planning Area section drafts were sent to the State Clearinghouse within the Maryland Department of Planning, relevant public agencies, and adjoining jurisdictions. Staff held virtual informational meetings prior to the public hearing to assist the public in understanding both the draft Plan and the methods by which written and oral testimony may be provided.

In addition, staff worked with the city's Public Information and Community Engagement (PICE) office to provide information through Rockville Reports, Rockville 11, social media, and city-maintained email distribution lists to provide information on the draft Plan content, public hearing dates, methods to provide testimony, and to keep the public updated on the process. Staff will continue to work with the PICE office to provide information and reminders to the Rockville public about the Rockville 2040 process as it proceeds to review by the Mayor and Council.

All testimony submitted to the Planning Commission during both the Elements and Planning Areas section public comment periods, as well as meetings materials, background reports, and draft versions of each section, can be found online at www.rockvillemd.gov/Rockville2040.

BOARDS AND COMMISSIONS:

City boards and commissions participated in many of the community meetings held during the Rockville 2040 process; and city staff have attended various meetings of boards, commissions and other organizations (e.g. Rockville Economic Development, Inc., Rockville Housing Enterprises, etc.) to obtain input for the Planning Areas draft. Staff will continue to meet with and provide briefings, as requested. In addition, the Planning Commission has included members of certain boards and commissions in work sessions, on specific topic areas.

NEXT STEPS:

Once the Planning Commission approves the Resolution to approve its draft of the Rockville 2040 Comprehensive Plan, including both the Elements and Planning Areas sections, the Plan will be transmitted to the Mayor and Council to begin its review and decision process. If the Mayor and Council chooses to advance the Planning Commission's recommended plan, the Mayor and Council will schedule a public hearing to accept testimony, followed by work sessions to review comments and direct staff to make any desired revisions. Ultimately, the Mayor and Council will decide whether to adopt the updated Comprehensive Plan.

Attachments

Attachment 1.A.a: Draft Planning Commission Resolution to Approve Master Plan (PDF)

Jim Wasilak

Jim Wasilak, Zoning and Development Manager 2/18/2021

Resolution No. __ - __

RESOLUTION: To approve and recommend adoption of the Comprehensive Plan for the City of Rockville, Maryland.

WHEREAS, the Planning Commission (hereinafter referred to as “the Commission”) for the City of Rockville (hereinafter referred to as “the City”), under the provisions of Sections 3-201 *et seq.* of the Land Use Article of the Annotated Code of Maryland (hereinafter referred to as “the Land Use Article”), may make and approve a plan or amendments thereto and recommend the same to be adopted by the local legislative body; and

WHEREAS, on December 19, 2001, the Commission did approve, and on November 12, 2002, the Mayor and Council did adopt a Comprehensive Master Plan for the City of Rockville, Maryland (the "2002 Comprehensive Plan"); and

WHEREAS, the Mayor and Council did instruct the Commission to make and approve and recommend to the Mayor and Council an update of the 2002 Comprehensive Plan, inclusive of any subsequent amendments to the 2002 Comprehensive Plan approved by the Planning Commission and adopted by the Mayor and Council; and

WHEREAS, consistent with Sections 3-201 *et seq.* of the Land Use Article, the Planning Commission did prepare, in coordination with City staff, an update of the 2002 Comprehensive Plan; and

WHEREAS, in connection with the preparation of the update of the 2002 Comprehensive Plan, the Commission and City staff did carefully and comprehensively survey and study present conditions and projections of future growth of the City as well as the relation of the City to neighboring jurisdictions; and

WHEREAS, the update of the 2002 Comprehensive Plan has been prepared for the purpose of guiding and accomplishing the coordinated, adjusted, and harmonious development of the City; and

WHEREAS, the update of the 2002 Comprehensive Plan implements the scope and purposes as provided in Section 1-201 of the Land Use Article; and

WHEREAS, after the preparation of the update of the 2002 Comprehensive Plan, the Commission gave notice of the time and place of the public hearing to be held by giving notice in a newspaper of general circulation in the City on two separate occasions: One public hearing was held on a portion of the plan update comprising ten citywide Elements; a second public hearing was held on a portion of the plan update comprising the City's seventeen neighborhood-scale Planning Areas. Both portions make up the entirety of the Commission's update to the 2002 Comprehensive Plan; and

WHEREAS, in accordance with Section 3-203(c) of the Land Use Article, the Commission did provide copies of the update of the 2002 Comprehensive Plan to all adjoining jurisdictions and to all state and local jurisdictions that have responsibility for financing or constructing public improvements necessary to implement the Plan at least sixty (60) days prior to each public hearing; and

WHEREAS, the Commission held its first public hearing in the Council Chamber at City Hall, Rockville, Maryland over the course of two dates, May 15, 2019 and June 4, 2019; and

WHEREAS, the Commission held its second public hearing via online teleconference format over the course of two dates, September 9, 2020 and September 23, 2020, due to Rockville City Hall being closed under state directives for slowing the spread of the coronavirus COVID-19 and continue practicing safe social distancing; and

WHEREAS, the Commission took into consideration the testimony presented at said public hearings and in the written public record and now desires to present its recommendations for an update to the 2002 Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED by the Commission, as follows:

The update of the Comprehensive Master Plan for the City of Rockville, Maryland is hereby approved and recommended for adoption by the Mayor and Council of Rockville, Maryland pursuant to Section 3-202, Land Use Article of the Annotated Code of Maryland.

* * * * *

I certify that the above is a true and correct copy of a Resolution adopted by the Planning Commission of the City of Rockville, Maryland, at its meeting of February 24, 2021.

Suzan Pitman
Chair, Planning Commission